

**ROUTING AND TRANSMITTAL IP**

22 February 1983

TO: (Name, office symbol, room number, building, Agency/Post)		Initials	Date
1. EO/DDA		<i>[Signature]</i>	23 FEB 1983
2. D/OL			
3. C/P&PD			
4.			
5.			
Action	File	Note and Return	
Approval	For Clearance	Per Conversation	
As Requested	For Correction	Prepare Reply	
Circulate	For Your Information	See Me	
Comment	Investigate	Signature	
Coordination	Justify		

**REMARKS**

Upon receipt of the attached memorandum, we went to OMB in an effort to get CIA exempted from responding to the printing plant survey. We were informed by OMB that CIA would be required to respond but need not provide the detailed log of jobs. We were asked to complete as much of the first three pages of the form as possible and were invited to append any explanation or comments we feel are appropriate. Accordingly, it is requested that P&PD respond to the printing survey and forward the forms to this office for transmittal to OMB. Please give either me or   a call if you have any questions.

DO NOT   as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

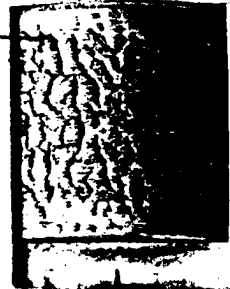
FROM: (Name, office symbol, room number, building, Agency/Post)	Room No.—Bldg.
Daniel A. Childs, Jr. Comptroller	4E06 Hds

5041-102  
OPTIONAL FORM 41 (Rev. 7-76)  
Prescribed by GSA  
FPMR (41 CFR) 101-11.206

☆ GPO : 1981 O - 341-529 (120)

*Original sent to  
D/OL 23 FEB 1983*

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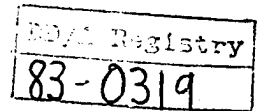




EXECUTIVE OFFICE OF THE PRESIDENT

OFFICE OF MANAGEMENT AND BUDGET

WASHINGTON, D.C. 20503



JAN 26 1983

MEMORANDUM FOR THE HEADS OF SELECTED DEPARTMENTS AND AGENCIES

FROM: JOSEPH R. WRIGHT, JR.  
DEPUTY DIRECTOR

SUBJECT: Review of Executive Branch Printing Requirements

On April 20, 1981, the President issued a directive to eliminate wasteful spending on government periodicals and pamphlets. Pursuant to that directive, the Executive branch agencies have identified 2,000 publications, which will be discontinued, and 2,300 publications, for which the frequency of publication, the exact number of issues, the size of the publication, etc., will be reduced.

It is evident that the above actions have reduced the need for printing capacity within the Federal Government. We would prefer to avoid mandating an across the board reduction in printing operations. Accordingly, we have prepared the attached questionnaire to obtain a better understanding of printing, binding, and duplicating operations in the government. The questionnaire has been designed with the assistance of technical personnel provided to OMB by Public Printer Danford L. Sawyer, Jr., and GPO will be helping us analyze the responses.

Would you please have the management of each printing or duplicating facility under your jurisdiction complete the attached survey forms for the time periods specified, providing all supplemental documents as required? In completing the questionnaire, the requirement for printing capacity should be tightly estimated based on program levels identified in the 1984 budget. Also, the projection of printing needs should emphasize the use of procurement of commercial printing wherever possible.

The completed form should be summarized into an agency report and submitted through your agency budget office to the Office of Management and Budget, attention: Management Improvement and Evaluation Division, 10208 New Executive Office Building, Washington, D.C. 20503, by March 31, 1983.

Questions concerning completion of the questionnaire may be directed to Bill McQuaid, OMB, (202) 395-5553, or to Walter Feierstein, Superintendent, Regional Printing Procurement Division, Government Printing Office, Washington, D.C. 20401, (202) 275-2920.

Thank you for your continuing cooperation with the publications review project, and this follow-up review of printing and duplicating capacity.

Attachment

cc: Honorable Danford L. Sawyer, Jr.  
Public Printer